



Large Scale Development Application

City of Springdale, Arkansas

For Staff Use Only

Project Name _____

Project Number _____

Indicate one contact person for this request: _____ Applicant _____ Representative

Applicant (Developer):

Name: _____

Address: _____

Phone: _____

Fax: _____

E-mail: _____

Representative (engineer, surveyor, realtor, etc.):

Name: _____

Address: _____

Phone: _____

Fax: _____

E-mail: _____

Site Address or Layman's Description: _____

Current Zoning: _____

Large Scale Development Checklist

Paperwork

- 1) Submit a list of adjacent property owners certified by either a licensed abstractor or land surveyor within the past 60 days.
- 2) Notice to all adjacent property owners must be sent by certified mail, return receipt requested at the time of resubmission. Evidence in the form of a signed Affidavit, that notice has been given to all adjacent property owners by certified mail, return receipt requested, shall be submitted. Please return white mail receipts and affidavit to the Planning Office. Green return cards must be submitted to the Planning Office prior to the Planning Commission meeting.
- 3) Submit the approved authorization of representation form, if property owner will not be present at Planning Commission meeting.
- 4) Submit the \$500.00 review fee.
- 5) Submit a copy of the warranty deed.

Design Standards

- 1) This development must comply with the City Of Springdale Commercial Design Standards. Front, side, and rear elevations and a lighting plan are required at the time of resubmission (23 copies). Elevations shall include type and color of materials used, foundation landscaping, and any architectural features used to comply with the design standard. (For commercial or industrial developments).
- 2) This development must comply with the City Of Springdale Multi-Family Design Standards. Front, side, and rear elevations and a lighting plan are required at the time of resubmission (23 copies). Elevations shall include type and color of materials used, foundation landscaping, and any architectural features used to comply with the design standard. A site analysis is required for staff to review for compliance with these standards. (For residential developments)

Site Plan

The following items must be shown or addressed on the site plan

- 1) A north arrow for the development and the vicinity map, if different
- 2) A vicinity map with sufficient street name to locate the site
- 3) A legend identifying all symbols used
- 4) The scale
- 5) A graphics scale
- 6) The name of the developer
- 7) The address of the developer
- 8) The zoning of the property
- 9) The zoning of all the adjacent properties
- 10) The legal description of the property
- 11) Show the Parcel Number of the property in a prominent font above the legal description.
- 12) The location and a description of the land tie
- 13) The gross area of the site
- 14) The net area of the site (gross area less street r/w).
- 15) State Plane Coordinates (NAD 83, Feet) for all fire hydrant locations.
- 16) The number of each type of dwelling unit and the total number of units (for residential LSD)
- 17) The floor area per dwelling unit and the total floor area (for residential LSD)
- 18) The floor area of commercial units divided between their usages. The usage must be shown
- 19) The rate at which the parking spaces were calculated for each use
- 20) The number of parking spaces per usage
- 21) The total number of parking spaces required
- 22) The total number of handicapped spaces required
- 23) The total number of parking spaces provided
- 24) The total number of handicapped spaces provided
- 25) The typical dimensions for regular parking, (9'x19')
- 26) The location and number of all compact parking spaces. Compact spaces must be marked either on the pavement or by separate marker.
- 27) The typical dimensions for handicapped parking, (11'x19')
- 28) The width of the handicapped access area, (5' min.)
- 29) The location of the handicapped parking signs
- 30) The location of all handicap ramps

- 31) A detail of handicapped ramps and truncated domes
- 32) A minimum of three feet (3') of clear width, excluding vehicle overhang, must be provided as an accessible circulation route. Therefore, the sidewalk must either be five feet (5') wide or have wheel blocks between the handicapped access point and the doorway.
- 33) All drives and parking areas are required to be paved.
- 34) All storage areas are to be paved or chip sealed.
- 35) All open storage areas must be screened with an 8' opaque screening fence.
- 36) Indicate all undisturbed areas.
- 37) Must show a twelve-foot (12') by thirty-foot (30') loading space for every 20,000 s.f. or fraction thereof if commercial building is greater than 5,000 s.f.
- 38) In areas where a parking area is located ten feet (10') or less from the street right-of-way a continuous raised concrete curb of not less than six inches (6") in height shall be constructed along the perimeter of the parking area and parallel with the abutting street right-of-way line, except for the driveway openings.
- 39) The perimeter of the parking area adjacent to the side or rear lot line shall be provided with wheel guards, bumper guards or curbs when the parking area is located ten feet (10') or less from the lot line.
- 40) Except for permitted entrance and/or exit drive, every off-street parking area shall be set back from the street right-of-way line a minimum of five feet (5').
- 41) No off-street parking area, exclusive of access drives, shall be located within three feet (3') of any property line.
- 42) Setback lines for all structures other than residential shall be fifty feet (50') when parking is permitted between building and street right-of-way. If no parking is allowed, then it can be reduced to thirty feet (30').
- 43) Minimum width of drive for two-way traffic is twenty-four feet (24').
- 44) Minimum width of a drive for one-way traffic is fifteen feet (15').
- 45) Maximum width of a drive, exclusive of radii, is forty feet (40').
- 46) Minimum radius to the face of the curb for driveways is twenty-five feet (25').
- 47) Minimum distance between driveways on adjoining properties is fifty feet (50') and 150' on a single tract.
- 48) Minimum distance of a drive from the projected curb line at the street intersection is forty feet (40') for a local or minor collector street, seventy-five feet (75') for a major collector street, and one hundred feet (100') for an arterial street.
- 49) Show all utility lines.
- 50) Show all existing easements.
- 51) Show the street right-of-way.
- 52) Show the street centerline.
- 53) Sidewalks are required one-foot (1') inside the right-of-way line.
- 54) Need to show dumpster location.
- 55) Show the size and location of all freestanding signs. Show distances from street right-of-way.

Landscaping

The following items must be shown or addressed on the Landscape Plan

- 1) A screening fence is required in accordance with Chapter 56. Show trees associated with screen.
- 2) Perimeter landscaping is required in accordance with Chapter 56.
- 3) Landscape islands are required at a rate of 1 per 15 parking spaces, in accordance with Chapter 56.
- 4) Interior parking area landscaping is required in accordance with Chapter 56. Show the total area of the parking lot, the percentage of landscaping required and the percentage of landscaping provided. Include a drawing that identifies all areas included in the calculations.
- 5) The details of the landscaped areas including type, size and location of plants.
- 6) Show irrigation system or location of hose bibs. An automatic or other irrigation system shall be required for all landscaped areas.
- 7) Landscaping must be guaranteed for two years.

Streets, Grading and Storm Drainage

The following items must be shown or addressed on the grading plan.

- 1) Driveways must slope toward the street at 2% from the intersection with street pavement to the back edge of sidewalk, to provide handicap access across the drive.
- 2) The right-of-way must be graded so that the entire width slopes toward the street at a 2% slope toward the street centerline.
- 3) Show the original contours.
- 4) Show the final contours.
- 5) Need to show details of sidewalks. (Standard details can be found online at www.springdaleark.org)

- 6) Streetlights are required at each intersection and along the street at intervals of 300 to 350 feet as measured along the centerline of the street.
- 7) The minimum initial rating for the streetlight shall be 6,800 lumens for a local street, 11,000 lumens for a collector street, or 20,000 lumens for an arterial street.
- 8) The developer is required to dedicate right-of-way of an abutting street in conformance with the City of Springdale Master Street Plan. A separate dedication document shall be submitted to the City for filing.
- 9) The developer is required to improve the abutting street to the City of Springdale standards and in accordance with the Master Street Plan.
- 10) Submit a preliminary drainage report, as outline in the City of Springdale Drainage Criteria Manual.
- 11) Need to provide the City Staff with detailed calculations to support all drainage improvements.
- 12) If detention is proposed, the concept of detention must be approved by the Planning Commission, and detention pond calculations must be included in the drainage report.
- 13) Need flood zone certification on the plat. Show the flood zone, if applicable.
- 14) If a wall is proposed and is over thirty inches (30"), a handrail is required. If wall is over four feet (4'), a formal design is required.
- 15) Need to show spot elevations at the drives to prove that there is a high spot so that water does not drain to the street.
- 16) Need to note that modified curb is required at the drives.
- 17) Need details of all street and drainage improvements (standard details can be found online at www.springdaleark.org)
- 18) Need to submit a floodplain determination application at the time of resubmittal. If the project lies within a floodplain or will disturb a floodplain, a floodplain permit must be obtained.
- 19) A storm Water Pollution Prevention Plan, Grading Permit Application and \$500.00 fee, in accordance with Chapter 107, must be submitted to the Planning Office prior to final approval of construction plans.
- 20) All comments from the utility companies and other city departments must be addressed prior to approval of construction plans.